Welcome to th	the PIA for FY 2012!
Congress passed the E-Government Act of 2002 to encourage the use of Web-based Internet applications or other information technology by Government agencies, with the intention of enhancing access to government information and services and increasing the effectiveness, efficiency, and quality of government operations.	Macros Must Be Enabled To Use Full Functionality For This Form Template!
	Microsoft Office 2003: To enable macros, go to: 1) Tools > Macros > Security - Set to Medium; 2) Click OK; 3) Close the file and when reopening click on <u>Enable Macros at the prompt</u> .  Or 1) When file opens click on <u>Enable Macros at the prompt</u> .
To combat public concerns regarding the disclosure of private information, the E-Government Act mandated various measures, including the requirement that Federal agencies conduct a Privacy Impact Assessment (PIA) for projects with information technology systems that collect, maintain, and/or disseminate "personally identifiable information" of the public. Personally identifiable information, or "personal information, is information that may be used to identify a specific person.	Microsoft Office 2007: To enable macros, go to: 1) Office Button > Prepare > Excel Options > Trust Center > Trust Center Settings > Macro Settings > Enable All Macros; 2) Click OK
The Privacy Act and VA policy require that personally identifiable information only be used for the purpose(s) for which it was collected, unless consent (opt-in) is granted. Individuals must be provided an opportunity to provide consent for any secondary use of information, such as use of collected information for marketing.	Final Signatures
	Final signatures are digitally signed or wet signatures on a case by case basis. All signatures should be done when all modifications have been approved by the VA Privacy Service and the reviewer has indicated that the expensive or the privacy of the property of the pro
Directions:	Privacy Impact Assessment Uploaded into SMART
VA 6508 is the directive which outlines the PIA requirement for every System/Application/Program.  If you find that you can't click on checkboxes, make sure that you are:  1) Not in "design mode" and 2) you have enabled macros.	All PIA Validation Letters should be mails <b>Christina.Petti@va.gov</b> is receive full crudit for submission.
NTERNAL WEBSITE : http://www.privacy.va.gov/PIA.asp	Various Privacy Data Websites:
XTERNAL WEBSITE : http://www.privacy.va.gov/PRIVACY/Privacy. Impact_Assessment.asp	asp
Roles and Responsibilities:	Schedule FY 2012 : http://www.privacy.va.gov/PRIVACY/Privacy_impact_Assessment.asp
Roles and responsibilities for the specific process are clearly defined for all levels of staff in the VA Directive 6508	- 1 1
£ 5	
b. Records Officer is responsible for supplying records retention and deletion schedules  c. Information Technology (1) staff responsible for the privacy of the system data will perform a PIA in accordance with VA Directive 8508 and to immediately report all anomalies to the Privacy Service and appropriate	
management chain.  d. Information Security Officer (ISO) is responsible for assisting the Privacy Officer and providing information regarding security controls.	
<ul> <li>Chief Information Office (CIO) is responsible for ensuring that the systems under his or her jurisdiction undergo a PIA. This responsibility includes identifying the IT systems; coordinating with the Privacy Officer, Information Security Officer, and others who have concerns about privacy and security issues; and reviewing and approving the PIA before submission to the Privacy Service.</li> </ul>	
Definition of PII (Personally Identifiable Information).	
Personally Identifiable Information (PII) is —any information about an individual maintained by an agency, including (1) any information that can be used to distinguish or trace an individual's identity, such as name, social information that any place of birth, mother's maiden name, or biometric records; and (2) any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information.	
Examp	
<ul> <li>Personal identification number, such as social security number (SSN), passport number, driver's license number, taxpayer identification number, or financial account or credit card</li> </ul>	
Address information, such as street address or email address     Personal characteristics, including photographic image (especially of face or other identifying characteristic), fingerprints, handwriting, or other biometric data (e.g., retina scan, voice signature, facal geometry)	
<ul> <li>Information about an individual that is linked or linkable to one of the above (e.g., date of birth, place of birth, race, religion, weight, activities, geographical indicators, employment information medical information advisation information favorable information.</li> </ul>	
Organizations should minimize the use, collection, and retention of Pil to what is strictly necessary to accomplish their business purpose and mission.	
A "routine use" is a Privacy Act discretionary authority published in the Federal Register that permits.  VA to disclose information or records from a Privacy Act-protected record without the patient's prior signed authorization. A "routine use" permits the:	
(1) Release of PHI only when disclosure is also authorized by other applicable legal authorities, including 45 CFR Parts 160 and 164;	
(2) Release of drug or alcohol abuse, HIV, or sickle cell anemia medical information only when the	

		ing questions.	ue to the next TAB and complete the remain	2 Systan-chask-mark in the boxes below will require a full PIA. Please continue to the next TAB and complete the remaining questions.
	.12	2-Mar-12		Date of Report (MM/YYYY):
			No, never reviewed	7. Has this SORN been reviewed or updated within the last three years?
			79VA19	6. What is the System of Records Notice (SORN) for this system?
			● Yes O No	5. Is Federal-owned information in this system retrieved by name or unique
	A is not required for this system	National Secuirty System under 40 U.S.C. 11103, a PIA is	● Yes	
				3. Does the system include information on the public?
				2. Does this system contain Federal information in identifiable form?
				FISMA QUESTIONS
AIC	● Yes O No O N/A: First PIA	•		Has a PIA been completed within the last three years?
Mc	● Yes O No O N/A: First PIA	•	s down?	is there a contingency plan in place to process information when the system is down?
				If No, (Explain on Tab 8)
Alc		•	o existing applications or systems?	Is there an authorized change control process which documents any changes to existing applications or systems?
	ars	15+ Years		years the system/application/program has been in operation.
	Operational manner and		sign or Development stage), or the approxima	The approximate date (MM/YYYY) the system will be operational (if in the Design or Development stage), or the approximate number of
	tions/Maintenance	Opera		Identify what stage the System / Application / Program is at:
		16839	ils system:	What is the expected number of individuals that will have their PII stored in this system
			Title 38 of 11 5 Code	What specific legal authorities authorize this program or system:
	99	03/2009		Date of Last Full Approved PIA by VACO Privacy Services: (MM/YYYY)
	beauchamp@va.gov	509-525-5200 x22740 laurie.be	Laurie Beauchamp 50	Person Completing Document:
		-		Other Titles:
	vestfield@va.gov	509-527-2450 brian.wes	Brian W. Westfield 50	Information Owner:
	gary.ramer@va.gov	509-525-5200 x26401 gary.r	Gary Ramer 50	Chief Information Officer:
	amer@va.gov			System Owner/Delegate:
	sandra.lee@va.gov			Information Security Officer:
	laurie.beauchamp@va.gov	5-5200 x22740	3eauchamp	Privacy Officer:
		Phone: Email:	Name: Ph	Title:
			Jonathan M. Wainwright Memorial VAMC	Facility or Program Office Name:
am), an  ns.  e e aging, with a s in , most e asis	Decentralized Hospital Computer Program), an Illy developed portfolio and VistA pplications, some on single-use platforms. pplications for consingue-use platforms areas and most local medical centers have multitude of areas including medical imaging. IVHA began deploying DHCP in 1982 with a e integrated health information systems in itial motivation for corporate databases, most tenhancements have clearly shifted the from various disciplines, forming the basis	UZ3700-01-11-01-1180-00 Isses VistA (formerly DHCP, Di CP was an M-based internall llinical and administrative ap 1 (VMS)/Cache platform. zed in certain specialized are zed in certain specialized are ons within VistA support a m of the most comprehensive orkload reporting was an initi ormation of clinical information of commation system.	Each Veterans Affairs (VA) medical center uses VistA (formerly DHCP, Decentralized Hospital Computer Program), an integrated hospital information system. DHCP was an M-based internally developed portfolio and VistA encompasses DHCP and a variety of other clinical and administrative applications, some on single-use platforms. VistA operates on a Virtual Memory System (VMS)/Cache platform.  VistA operates on a Virtual Memory System (VMS)/Cache platform.  VistA is structured so that it can be customized in certain specialized areas and most local medical centers have taken advantage of this flexibility. Applications within VistA support a multitude of areas including medical imaging, supply management, decision support, medical research, and education. VHA began deploying DHCP in 1982 with a core set of applications. Today, VistA is one of the most comprehensive integrated health information systems in the United States. Since episode-of-care workload reporting was an initial motivation for corporate databases, most of VHA's corporate systems collect their information from VistA. Recent enhancements have clearly shifted the focus from workload to enabling the integration of clinical information from various disciplines, forming the basis for an automated and distributed health information system.	Description of System/ Application/ Program : "must match what is stated in System Security Plan (SSP)"
*				OMB Unique System / Application / Program Identifier (AKA:
		AMC > VistA - VMS Cache	REGION 1 > VHA > VISN 20 > Walla Walla VAMC > VistA - VMS Cache	Program or System Name (as shown in SMART):
to Sign PIA	*Yellow Highlight = Required to Sign PIA	Question	*Green Highlight = Must Answer Question	(FY 2012) PIA: System Information *G

If there is no Personally Identifiable Information on your system, please complete TAB 2 & TAB 12. (See Comment for Definition of PII	AB 2 & TAB 12. ( See Comment for Definition of PII)	
Have any changes been made to the system since the last PIA?		
Is this a PIV system/application/program collecting PII data from Federal employees, contractors, or others performing work for the VA?	ers performing work for the VA?	
Will this system/application/program retrieve information on the basis of name, unique identifier, symbol or other PII data?	or other PII data?	
✓ Does this system/application/program collect, store, or disseminate PII/PHI data?		
Does this system/application/program collect, store or disseminate the SSN?		
Directions		

Location where the specific applicable System of Records Notice may be accessed:

http://www.rms.oit.va.gov/SOR\_Records.asp

(FY 2012) PIA: Data Collection And Storage *Green Highlight = Must Answer Question Please fill in each column for the data types selected.	swer Question			
Data Type	Collection Method	What are the subjects told about the intended use of their information?	How is this message conveyed to them?	How is a privacy notice provided?
Veteran or Primary Subject's Personal Contact Information (name, address, telephone, etc)	Verbal	Healthcare	Written	Written
Family Relation (spouse, children, parents, grandparents, etc)	Verbal	Healthcare	Written	Written
Service Information	Electronic/File Transfer			Written
Medical Information	Verbal	Healthcare	Written	Written
Criminal Record Information	N/A			
Guardian Information	Verbal	Healthcare	Written	Written
Education Information	N/A		· · · · · · · · · · · · · · · · · · ·	
Benefit Information	Electronic/File Transfer	Eligibility	Written	Written
Other (Explain on Tab 8)				
Data Type	Storage Method	Source (If requested, identify the specific file, entity and/or name of agency)	Is data collection Mandatory or Voluntary?	
Veteran or Primary Subject's Personal Contact Information (name, address, telephone, etc)	® Yes ○ No	Veteran	Mandatory O Voluntary	Verbally
Family Relation (spouse, children, parents, grandparents, etc)	® Yes ○ No	Veteran	Mandatory O Voluntary	Verbally
Service Information	● Yes O No	Veteran		Automated
Medical Information	® Yes ONO	Veteran		Automated
Criminal Record Information	O Yes ● No	一日の日本の本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の	O Mandatory   Voluntary	
Guardian Information	● Yes O No	Veteran	Mandatory O Voluntary	Verbally
Education Information	O Yes   No	一 以 軍者 年 三 年 三 年 三 年 三 年 三 年 三	O Mandatory    Voluntary	
Benefit Information	● Yes O No	Veteran	Mandatory O Voluntary	Verbally
Other (Explain on Tab 8)	O Yes ● No	· 其前的目的不是不是人人。 · 五天	O Mandatory   Voluntary	
	se			
Proximity and Timing: Is the privacy notice provided at the time of data collection?				
Purpose: Does the privacy notice describe the principal purposets) for which the information will be used:				
Disclosures: Does the privacy notice specify routine use(s) that may be made of the information?	© Yes O No			
routing use(s)	- 1			

*Green Highlight = Must Answer Question	** Any connection exte	system Security P	al to VA requires an ISA/MOU per VA 6500. This section below mu System Security Plan Interconnection Security Agreement section.	This section below murity Agreement section.	** Any connection external to VA requires an ISA/MOU per VA 6500. This section below must be consistent with your System Security Plan Interconnection Security Agreement section.
Organization	Name of Agency/Organization	Do they access this system?	Identify the type of Data Sharing	Is PII or PHI Shared?	What is the procedure you reference for the release of information?
Internal Sharing: VA Organization		O Yes (1) No		O YES @ NO	
Othor Votors Organization		O Yes ( No		O Yes @ No	
Other veteran Organization					
Other Federal Government Agency		O Yes  No		O Yes ( No	
State Government Agency		O Yes @ No		O Yes ( No	
Local Government Agency		O Yes @ No		O Yes   No	
Research Entity		O Yes ( No		O Yes ( No	
Other Project/ System (Explain on Tab 8)					
(FY 2012) PIA: Access to Records					
Does the system gather information from another system?	O Yes   No				
Please enter the name of the system:					THE REAL PROPERTY AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSONS AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSONS AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TRANSPORT NAMED IN COLUMN TRANSP
(FY 2012) PIA: Secondary Use					
Will PII data be included with any secondary use request?	O Yes   No	Mental Health	☐ HIV	☐ Drug/Alcohol Counseling	
Cheek all that apply		Sickle Cell	Other (Explain on Tab 8)	Research	

(FY 2012) PIA: Records Management *Green Highlight = Must Answer Question	
Does this PIA form contain any sensitive information that could cause harm to the Department of Veterans Affairs or any party if disclosed to the public?	
O yes (Explain on Tab 8)	
is the data collected to only what is necessary to provide requested service?	
Has the data provided been verified as complete?	
Ueteran Verified Received From Database Verification Unknown	
(FY 2012) PIA: Retention & Disposal	
What is the data retention period?	RCS 10-1 link for VHA: www. va.gov/vhapublications/rcs10/rcs10-1.pdf
Answer: 75 year retention period upon death of Veteran	RCS VB-1, Part II Revised for VBA: www.benefits.va.gov/WARMS/docs/admin20/rcs/part2/part2 pdf
	National Archives and Records Administration: www.nara.gov
Explain why the information is needed for the indicated retention period?	
Answer: Medical Care	
What are the procedures for eliminating data at the end of the retention period?	
Answer: The system itself is barely 40 years old and the retention is for 75 years after the death of the veteran. At this time, there	
Where are these procedures documented?	
Answer: Region 1	
How are data retention procedures enforced?	
Answer: Data cannot be deleted from the VISTA system by the average user. This requires "high level" administrative access and	
Has the retention schedule been approved by the National Archives and Records Administration (NARA)	
FY 2012) PIA: Children's Online Privacy Protection Act (COPPA)	
Will information be collected through the internet from children under age 13?	
O yes (Explain on Tab 8)	

## (FY 2012) PIA: Security \*Green Highlight = Must Answer Question

		are are are for a product the state of the s
O No (Explain on Tab 8)	® Yes	Is adequate physical security in place to protect against unauthorized access?
O No (Explain on Tab 8)	⊕ Yes	Is security assessment conducted annually or as needed to ensure that controls continue to work properly, safeguarding the information?
O No (Explain on Tab 8)	⊕ Yes	Is security monitoring conducted annually or as needed to ensure that controls continue to work properly, safeguarding the information?
O No (Explain on Tab 8)	⊕ Yes	Has the system/application/program conducted a risk assessment, identified appropriate security controls to protect against that risk, and implemented those controls
O No (Explain on Tab 8)	⊕ Yes	Is the system/application/program following IT security Requirements and procedures required by federal law and policy to ensure that information is appropriately secured.

\*Ensure PE 2, PE-3, PE-6, PE-7, PE-8 have been addressed appropriately for your categorization Explain what security risks were identified in the security assessment? (Check all that apply)

Winter Weather Hazards	System Tampering	Landslide	Extreme Heat
Water Damage	System Penetration	Indoor Humidity	Extreme Cold
Volcano	System Misconfiguration	I HVAC Failure	Earthquake
Vibration	System Intrusion, Break-Ins	Hurricane	Dust/Debris
User Sabotage	✓ Sabotage	Human Health Emergency	Dam Failure
User Negligence	Power Failure	✓ HAZMAT Release/Spill	Component Failure
Tsunami	Personnel Unavailable	∠ Hall	Civil Unrest
Tornado	Password Privacy Negligence	Hacker, Cracker	Burgiary/Break In
Thunderstorm	Malicious Code	☑ Flood	☑ Blizzard
Terrorist	Lightning Strike	∠ Fire	Biological Release

## \*If any other risks identified, explain in Tab 8

System and Information Integrity	Physical and Environmental Protection System and Information Integrity	Identification and Authentication	Awareness and Training
System and Communication Protection	Personnel Security	Contingency Planning	Audit and Accountability
System and Services Acquisition	Media Protection	Configuration Management	Access Control

## Answer: (Other Controls) Explain on Tab 8

PIA: PIA ASSESSMENT		
Based upon NIST 800-60, volume II; List the Informa	Based upon NIST 800-60, volume II; List the Information data types chosen as a basis for your FIPS 199 System Categorization.	
Answer:	Health Care Delivery Services	
Availability Assessment: If the data being collected is not available to process for any reason	The potential impact is <u>high</u> if the loss of availability could be expected to have a server or catastrophic adverse effect on operations, assets or individuals.	
what will the potential impact be upon the system	what will the potential impact be upon the system. The potential impact is moderate if the loss of availability could be expected to have a serious adverse effect on operations, assets or individuals.	
(Choose One)	The potential impact is <u>low</u> if the loss of availability could be expected to have a limited adverse effect on operations, assets or individuals.	
Integrity Assessment: If the data being collected has been corrupted for any reason what will the	The potential impact is <u>high</u> if the loss of integrity could be expected to have a severe or catastrophic adverse effect on operations, assets or individuals.	
potential impact be upon the system or organization?	The potential impact is <u>moderate</u> if the loss of integrity could be expected to have a serious adverse effect on operations, assets or individuals.	
(Choose One)	☐ The potential impact is <u>low</u> if the loss of integrity could be expected to have a limited adverse effect on operations, assets or individuals.	
Confidentiality Assessment: If the data being	The potential impact is high if the loss of confidentiality could be expected to have a severe or catastrophic adverse effect on operations, assets or individuals.	
individuals what will the potential impact be upon		
the system or organization? (Choose One)	(Choose One) The potential impact is low if the loss of confidentiality could be expected to have a limited adverse effect on operations, assets or individuals.	

The controls are being considered for the project based on the selections from the previous assessments?

The minimum security requirements for our high impact system cover sevention security-valided areas with legard to protecting the confidentiality. The minimum security requirements for our high impact system cover sevention security-valided areas with legard to protecting the security-related areas include access control, awareness and training, audit and accountability, certification, and security assessments, configuration management, configuration and authentication and authentication, includent response, maintenance, media protection, physical and environmental physical phy

Page 8

7 Security

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Add any additional comments or information that may have been left out for any question. Please indicate the question you are responding to and then add your comments.

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of these are sub-components of your system tuarial sists common Security user ker System common Security ser System common Security ser System common Security ser Common Security user ker System common Security user ker System common Security user common	Beide alse sub-components of your system?  Manage:  Automated Medical Information System (ASS) Centralized Property Tracking System Common Search (Dark Medical Expension System (ASS) Common Search (Dark Medical Expension System (Medical Expension Medical Expension Medical Expension Medical Expension Medica		(FY 2012) PIA: VE	(FY 2012) PIA: VBA Minor Applications	
Landal La	Laurell Laurel	Which of these are sub-comp	ponents of your system?		
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ignial System	Centralized Property Tracking System   Centralized Property Tracking System   Centralized Property Tracking System   Centralized Property Tracking System   Centralized Property Colembra (Celembra Celembra Cel	Actuarial	BCMA Contingency Machines	Automated Medical Information Exchange II (AIME II) Automated Medical Information System (AMIS)290	
Signs:    Commence Section   Commission and Engine (CAD)   Record (COPCES)   Commission and Engine (CAD)   Commission and Engi	SISTS:  Comment Secrific (LOSS)  Commentation of Secrific (LOSS)	Appraisal System	Centralized Property Tracking System	Automated Standardized Performace Elements Nationwide (ASPEN)	
Courtes of Prisoner Secretal (COVES)   Committee on Walvers and Composition (CAP)	Courte of Partners   Court and Executed Manager   Partners System   Court sear Deligate System (CS)   Compensation at Partners (CoNC)	ASSISTS	Common Security User Manager (CSUM)	Centralized Accounts Receivable System (CARS)	
Coursemant of Course   Coursemant Delivery Settern (CDS)	Compensation and Personal   Compensation (Leaf)   Compensation and Personal (Leaf) (Education Training Website   Education (Leaf) (Education Training Website   Education Training Website   Education (Leaf) (Education (Leaf) (E	Baker System	Control of Veterans Records (COVERS)	Committee on Waivers and Compromises (COWC)	
Dennel Record Manager  Dennel Record Manager  Electronic Lagrafian (Website  Electronic Lagrafian (EG)  Electronic Lagrafian (EG)	Dermit Record Manager   Dermit Record	Daker System	Courseware Delivery System (CDS)	Compensation and Pension (C&P) Record Interchange (CAPRI)	
Primeint System   Enderzois Agracian (ES)   Enderzois Agracian (ES)   Ederzois Agracian (ES)   E	Primeire System Enterois Enter	Bbraun (CP Hemo)	Dental Records Manager	Compensation & Pension Training Website	
Printing Website    Electronic Decade Section (ECS)   Electronic Section (ECS)   Enterprise Websites (Electronic Section (ECS)   Electronic Sect	Straining Website   Electronic Eural Seaton (ES)   Educational Austiance for Members of the Selected Bessers (ES)   Educational Austiance for Members of the Selected Bessers (ES)   Eligibility verification Report (IVR)   Elegibility (IVR)   Ele	C&P Payment System	Electronic Appraisal System	Distribution of Operational Resources (DOOR)	
Electronic Payroll Desidon   Electronic Pay	MOD PUD Builder    Electronic Payroll Deduction (IPPD)   Electronic Performance Support System (IPSS)	C&P Training Website	Electronic Card System (ECS)	ected Reserve Program	
Idualinity Vertication Report (Vivi)  CLS  Goden  Gladian's Elactican's State (Residue)  Grace  Inturnet Online  Interestive Voce Response (Vivi)  Filancial and Accusating System (FSS)  Inturnet Online  Interestive Voce Response (Vivi)  Filancial and Accusating System (FSS)  Inturnet Online  Interestive Voce Response (Vivi)  Filancial and Accusating System (FSS)  Interestive Voce Response (Vivi)  Filancial and Accusating System (FSS)  Filancial and Performance System (FSS)  System (FSS)  Filancial and Performance System (FSS)  System (FSS)  System (FSS)  System (FSS)  System (FSS)  System (FSS)  Filancial and Performance System (FSS)  Vesterans (Sam Request to System (FSS)  Vesterans (Sam Request	Gosert Etialistic Vertration Report (EVA)  Gosert Gosert Gosert Vertration System (1924)  Gosert Gosert Gosert Vertration System (1924)  Filancial and Securities System (1924)  Filancial and Securities System (1924)  Filancial and Securities (1924)  Filancial and	Dairo and Builder	Electronic Payroll Deduction (EPD)	Electronic Performance Support System (EPSS)	
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inced.    Financial and Accounting System (FAS)   Inquiry Rooting Information System (IPS)	inces   Finalda and accountify System (FAS)   Inquiry Monting Information yetem (Inst)   Inquiry Monting Inquiry (Inquiry Inquiry Inqui	EndoSoft	Fiduciary STAR Case Review	Hearing Officer Letters and Reports System (HOLAR)	
Invalence Online Inventory Management System (MS) Inventory G18III Inventory G18II Inve	Sea Bill Service (Critication of Exposers (Virgi)  Fernoam (Amargement (Map. D)  Fernoam (Margement (Map. D)  Fernoam	FOCAS	Financial and Accounting System (FAS)	Inquiry Routing Information System (IRIS)	
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9 VBA Minor Applications

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